

Automated Acquisitions and Collection Development in the Knox College Library

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The paper describes the automated acquisitions system that the Knox College Library presently employs and gives a brief chronology of the events that led to its development. It also compares and contrasts the system to the OCLC Acquisitions Subsystem, for which the library acted as a user evaluator in the spring of 1981. Finally, it provides details on how the system's chief management tool — a dealer report, together with several permutations (a sort by publisher and a sort by fund) — may be of use, not only in acquisitions, but also in collection development.

The Knox System Briefly Explained

The Knox College Library, with a collection of 200,000 volumes, has been adding an average of 4,500 new titles each year for the last three years. Since the summer of 1980, the acquisitions system has been automated. Using a terminal in the library, the acquisitions assistant is able to access the main computer in the Science/Math Center. The library's account is stored on a disc pack, and it is possible to print files from it on either of two line printers. The system's hardware is all made by the Digital Equipment Corporation (VT52 terminal, PDP-11/40 main computer, RP03 disc drive, LA120 and LP05 line printers), and it runs under an RSTS/E system monitor.

The library's account contains an "address file," a "book file," and a "cash file"— together with programs that manipulate these files. One of the programs links the first two files and prints purchase orders, and another links the last two and prints fund reports. A third program encumbers money, and a fourth expends money. A fifth checks linking elements in records when an order is initiated, and a sixth extracts and reduces records when an order is received. And finally, a seventh program, added after the first six months of service, links these reduced records back to the address file and prints a dealer report summarizing response time and discount.

Purchase orders (see figure 1) are usually issued weekly, and fund reports (see figure 2) are normally printed monthly. The vendor report, on the other hand, is compiled quarterly. The account also contains a description of the size and layout for each file type and programs to print out the contents of each file. The book file has two records in each 512-character block, the address file has three records per block, and the cash file has four records per block. A single RP03 disc pack on the DEC 11/40 computer is capable of storing 80,000 blocks, so the library could keep a fund file with 50 records, a vendor file with 500 records, an order file with 2,500 records, and a stats file with 5,000 records, duplicate the two larger files and rearrange them, and still be only one of fifteen similarly sized users on the disc pack. The elements of each of the three files, together with those of the simplified statistics file, are indicated in tables 1-3.

The programs were all written in BASIC by the director of data processing specifically for the library. The library's account also uses several programs originally written in BASIC by the director of the Wabash College Computer Center and extensively modified by the director of the Knox College Computer Center. These programs, which are stored in the Data Processing

Program Library, allow us to search and edit a file to copy recent additions or parts of a file into a second, smaller file, or to rearrange an existing file.

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**** PURCHASE ORDER ****

                                PAGE    1
                                DATE 02/11/82

      SHIP-TO:      KNOX COLLEGE LIBRARY
      -----
TEL. 309-343-0112   P. O. BOX 500X
      EXT. 245      GALESBURG, IL 61401

ARDIS PUBS.
2901 HEATHERWAY
ANN ARBOR MI 48104

-----
QUAN  **AUTHOR          **TITLE
      PUBLISHER, YEAR**  EDITION/NUMBER** (CANCEL AFTER)**  PRICE**
-----
1     AKSENOV, VASILY    OSTROV KRYM
      ARDIS, 1981        /81-7931                (08 WEEKS) $ 10.00

1     ISKANDER, FAZIL    NOVIE GLAVY
      ARDIS, 1981        /81-13028              (08 WEEKS) $ 10.00

1     POPOV, EVGENII     TVESELIE RUSI
      ARDIS, 1981        /81-483346             (08 WEEKS) $ 5.00
  
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Fig. 1. Purchase Order (Actual Size 8 1/2 by 11 Inches, Designed to Fit into a Window Envelope).

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DEPARTMENT                      MONTH END DATE
-----
PHYSICAL EDUCATION              12/31/81

THE FOLLOWING BOOKS ORDERED BY YOUR DEPARTMENT HAVE BEEN CATALOGED
DURING THE PAST MONTH AND ARE NOW AVAILABLE FOR USE ON THE NEW BOOKS SHELF

AUTHOR      TITLE
-----
CRATTY      SOCIAL PSYCHOLOGY IN ATHLETICS
FIGLER      SPORT AND PLAY IN AMERICAN LIFE
LEONARD     SOCIOLOGICAL PERSPECTIVE OF SPORT
RYAN        SPORTS AND PSYCHOLOGY
QUINN       PSYCHOLOGY IN SPORTS: METHODS AND APPLICATIONS
                                           PRICE
                                           -----
                                           15.16
                                           17.95
                                           13.46
                                           5.97
                                           10.76

ALLOCATION    ENCUMBERED    EXPENDED    CURRENT BALANCE
-----
500.00       263.25       63.30       173.45

NUMBER OF BOOKS CATALOGED    AVERAGE DISCOUNT    AVERAGE TIME TO ACQUIRE A BOOK    AVERAGE COST OF BOOKS CATALOGED
-----
5                             1.29                             0 MONTHS 29 DAYS                             12.66
  
```

Fig. 2. Fund Report.

Table 1. Layout for Address File

(File Type: DLR, Records/Block: 3, Total Number of Attributes: 9)

ID	Description	In Record		On Screen	
		Start	Length	Row	Col.
ID	Dealer Abbreviation	1	10	1	1
NM	Name	11	25	1	30
AD	Address (Lines Separated by ^)	36	75	3	1
ST	State	111	2	4	1
ZP	Zip	113	5	4	20
VN	Vendor Number	119	5	1	60
Q %	Firm-Order Books Rec'd (YTD)	124	2	5	1
R #	Response Time Days (YTD)	126	8	4	40
D #	Total Discount (YTD)	134	8	5	40

Table 2. Layout for Book File

(File Type: LIB, Records/Block: 2, Total Number of Attributes: 18)

ID	Description	In Record		On Screen	
		Start	Length	Row	Col.
ID	Author's Last Name	1	14	1	1
N1	First Name	15	10	1	30
TT	Title	25	50	2	1
NB	Number	75	10	3	1
PB	Publisher	85	20	5	1
YR	Year	105	4	5	30
PL	Cancel Date (YYMMDD) Period (WW)	109	8	5	40
ED	Edition	117	4	2	65
DL	Dealer	121	10	6	1
P #	List Price	131	8	7	60
AC	Account	139	7	7	1
DO	Date Ordered (YYMMDD)	146	6	7	40
DR	Date Received (YYMMDD)	152	6	8	40
CM	Comment	158	3	8	1
Q %	Quantity	161	2	7	20
I #	Invoice Price	163	8	8	60
CC	Counting Code (Tally)	171	1	8	20
RP	Resting Place	172	8	5	60

Table 3. Layout for Cash File

(File Type: FND, Records/Block: 4, Total Number of Attributes: 12)

ID	Description	In Record		On Screen	
		Start	Length	Row	Col.
ID	Fund Abbreviation	1	7	1	1
DS	Description of Department	8	35	2	1
F #	Current Fund Balance	43	8	4	60
E #	Encumbered	51	8	4	20
X #	Expended	59	8	4	40
B #	Beginning Balance	67	8	4	1
Q %	Firm-Order Books Rec'd (YTD)	75	2	5	1

Background of Automated Acquisitions at the College

In the fall of 1975, in a project done under the supervision of the director of the computer center, a student at the college submitted a paper entitled "Knox College Library Automated Acquisition System: A Feasibility Study." The paper envisioned using a terminal (which the library would purchase if it joined the OCLC system) to access the main computer in the Science/Math Center rather than a teletypewriter (the only other suitable hardware the library possessed, and which it then employed in its regional interlibrary loan activities). That configuration would permit a group of programs familiar to the staff of the computer center to be used with an acquisitions file that would be stored on a disc drive.

The acquisitions file would contain information familiar to the staff of the library in its paper-slip form, but by combining that file with a similarly stored dealer or fund file, a variety of print products could be generated. As the records were deleted from the disc, they would be collected on tape; and this would permit a management report to be written on a yearly basis. The idea for an automated acquisitions system was thus present, in nascent form, the year before the library joined its major bibliographic utility.

In the spring of 1976, the library took part in an acquisitions survey project conducted by OCLC and funded by a grant from the Council on Library Resources. In the summer of 1978, it sent a staff member to the ALA Resources and Technical Services Division (RTSD) program in Chicago entitled "Automated Acquisitions: What's New? What's Bad? What's Good?" And in the winter of 1979, using a list of participants from the RTSD program, it obtained additional information from two of the commercial suppliers and two of the bibliographic utilities offering automated systems—Baker & Tavlör (LIBRIS) and Brodart (IROS); and OCLC and the Washington Library Network.

It invited representatives to the campus for a demonstration of the first of the systems available through a commercial supplier, and it sent a staff member to the University of Illinois in Urbana to see a demonstration of the second of the systems available through a bibliographic utility (which was to be incorporated into the LCS system there). Questions of cost, in the first case, and governance, in the second case, made it difficult to pursue either of these (admittedly attractive) possibilities, however.

In the summer of 1979, the library applied to become a user evaluator for the OCLC Acquisitions Subsystem. In the fall of 1979, two staff members from the library attended a preliminary briefing workshop on the subsystem in Chicago. And finally, in the winter of 1980, after Knox was selected as one of the twenty test sites, the director of the library signed an agreement to act as a user evaluator.

The original assumptions of the project were that OCLC would remain responsive to our revised cost estimate of \$.45 per order. When delay ensued and OCLC began to project a cost of three times that figure, the director of the library asked the director of data processing to proceed with the design of a more cost-effective in-house system. In late fall, the Knox system had been in operation for five months when the library received the terminal to be used during the OCLC Acquisitions Subsystem evaluation. And in the winter of 1981, the Knox system had been in place for eight months when a staff member finally received training in the use of the subsystem.

The OCLC Test, Part I: Similarities of the Systems

The test was conducted for three months in the spring of 1981. For the first month of the test, the staff of the library ran both systems in parallel. This was possible because of the similarity in file structure: both systems contained an address file, a book file, and a cash file. In the OCLC system, records in the address file (the "name-address directory") were accessible by control numbers. The library's two major suppliers could be retrieved there by indicating the file type (with a colon) and using the search keys *17451* and *17928*. In the Knox system, records in the address file were accessible by mnemonics. The library's two major suppliers could be retrieved there by indicating the file type (with DLR) and then using the search keys *B&T* and *MIDW*.

By inserting a control number in an order record in the OCLC system, the address file could be linked to the book file and a purchase order (an "action form") could be printed. By inserting a mnemonic in an order record in the Knox system, the address file could be linked to the book file and a purchase order could be printed as well.

OCLC used the first of two possible layouts and designs specified by the Bookdealer-Library Relations Committee of the American Library Association in *Guidelines for Handling Library Orders for In-Print Monographic Publications*: an individual form per title. Knox used the second of the two possible layouts and designs: a list form.¹

In the OCLC system, records in the cash file (the "fund-accounting component") were accessible by mnemonics with qualifiers indicating the fiscal year. Two of the library's accounts there could thus be retrieved by indicating the file type (with a dollar sign) and using the search keys *HIST'80* and *PHIL'80*. In the Knox system, records in the cash file were also accessible by mnemonics. The same two accounts there could be retrieved by indicating the file type (with FND) and then using the search keys *HIST* and *PHIL*.

Each system encumbered and expended money through the same links: the OCLC system by restoring the list price to the free balance of a particular fund, and then taking the invoice price from the free balance of the fund in question; and the Knox system by taking the list price from the encumbered balance of a particular fund, and then getting any difference between the list price and the invoice price from the free balance of the fund in question.

By inserting a mnemonic with its fiscal-year qualifier in an order record in the OCLC system, the book file could be linked to the cash file and a monthly list of all the titles purchased under each fund (the "fund-commitment register") could be produced. By inserting a mnemonic in an order record in the Knox system, the book file could be linked to the cash file, and a monthly list of all the titles purchased under each fund (the "departmental reports") could be printed as well.

Each system also attempted to provide some information on response time and discount: OCLC by permitting the library to block-sort titles by vendor under each fund in the fund commitment register; and Knox by averaging these figures under each fund in the departmental reports.

The OCLC Test, Part II: Differences Between the Systems

About the time the terminal that was to be used in the OCLC test was being installed, a refinement was made in the Knox system based on an article in the *Journal of Library Automation* by Janet Uden entitled, "Financial Reporting and Vendor Performance."² We had been removing records for received items from the book file, and rather than storing them on tape, we were reducing them to about half their size (by stripping out unwanted fields) and storing them on disc. Our intention was to produce a management report like the feasibility study had suggested six

years earlier, and the Uden article now caused us to see that the report we wanted to print could best be produced by linking the "history file" of these reduced records and the address file: what we had been groping towards was a series of lists, like we had with the departmental reports, but compiled over a longer interval and having a dealer's name at the top of each page. Once this became clear, it was relatively easy to see that the mnemonic for the dealer had to be among the fields we retained when we reduced the original record to the simplified history record, and we were in business.

At the same time that we introduced this refinement, we also added a "cancel-after" statement to the purchase order. This was indicated in each book record by a date, expressed in year-month-day form (*YYMMDD*), and by a period, expressed in weeks (*WW*). The cancel-after period was printed on the purchase order, and the cancel-after date was used to clean the file. We believed that adding a cancel-after statement to the purchase order would lead to a more effective procedure than following up with a claim form. We actually had a claim form, along the lines of our purchase order, but we found that we almost never used it.

By the time we received our training and began the OCLC test, we were able to produce our first quarterly management report from the Knox system. By cleaning the book file for unfilled orders at the same interval, and by sorting those records by dealer, we were able to complement the picture of dealer performance for filled orders that the dealer reports gave us.

Following the first month of the test, the director of the library asked that the remaining requests be ordered as quickly as possible, so that the books might be received and paid for with the budget for that fiscal year. Pursuant to these instructions, our acquisitions assistant ordered pre-searched requests (and did nothing else) for eighty-seven hours during the period May 11-May 20. Since the subsystem automatically assigned a sequential control number to each order, it was possible to subtract the first control number of this group (*81-754) from the last control number of this group (*81-1229) and compute the average time required to complete an order. This computation suggested a peak processing limit of about two hundred items per work week—a serious problem.

The OCLC system was more efficient than the Knox system in that bibliographic information (author, title, edition, imprint, and standard number) appeared automatically on a work form. But the OCLC system required five separate "sends" for each order: one for the fixed field, one for the source field, one for the destination field, one for the encumbered field, and one to produce the record. That meant that the gain in efficient design could be lost in poor response time.

Although the Knox system required typing all of the bibliographic information, our acquisitions assistant was able to equal rather easily, and even exceed, the performance figures established as a maximum for the OCLC system during the test—not only because she was an excellent typist and could take full advantage of her skills by batching the input and using a preset screen the Knox system afforded, but also because she did not have to wait for system response five times on every record.

At the conclusion of the test, we reported the slow response time as our chief objection to the OCLC system. We also indicated the cost was more than we could afford. The chief virtue of the OCLC system, we believed, was that it eliminated the need to type bibliographic information. It also had a very effective safeguard in the form of the fund adjustment records for any editorial change in the cash file. However, the subsystem lacked access by dealer or fund to an individual title, and it did not provide for sequential scanning of the order file—both of which, we suggested, would be helpful features to add.

More on the Dealer Reports and the Address File

By retaining the history file on disc throughout the year, we were able to make each of the succeeding dealer reports cumulative. And by subarranging the portion of the file that came from our two major suppliers by publisher, we were able to compare their performance to direct orders from the publishers. It took, on the average, we found, two months to get an order from one of our major suppliers; but we received a 7 to 10 percent discount (and fewer invoices to contend with) for our patience. By going directly to the publisher, we could usually get the book in half the time, but we ordinarily lost the discount in the process.

A few publishers were nice enough to mail the book promptly and to provide us with a discount as well. When this was more than either of our major suppliers was willing to offer, we resolved to continue ordering directly from the publisher, of course. But when the vendors could match this discount, however, we believed the simplicity that a single invoice offered was worth the wait.

Faculty members were advised of our findings, and in those cases where they wanted an item as soon as possible, they were invited to sacrifice discount for response time by writing "rush" on the order card. (Some like to do this for all their orders, as a consequence of which the address file now numbers almost three hundred entries.)

At the end of the year we also sorted the entire history file by publisher. This enabled us to obtain a ranking of the publishers that were ordered most frequently. We give that list of "preferred publishers" in table 4.

Table 4. Publishers

Preferred Publishers	No. of Books	Established Publishers	No. of Books
1. Oxford	95	1. Oxford	115
2. Cambridge	64	2. Princeton	71
3. Greenwood	58	3. Harvard	66
4. Wiley	53	4. California	65
5. Academic	49	5. Cambridge	64
6. Princeton	44	6. Academic	53
7. Harvard	43	7. Wiley	49
8. Harper & Row	42	8. Yale	46
9. St. Martin's	40	9. Chicago	45
10. California	39	10. Knopf	37
11. Prentice-Hall	38	11. Cornell	34
12. Random House	38	12. Columbia	32
13. AEI	35	13. Harper & Row	32
14. Chicago	34	14. Prentice-Hall	29
15. Columbia	33	15. Norton	27
16. McGraw-Hill	33	16. Indiana	26
17. Pergamon	33	17. St. Martin's	25
18. Springer-Verlag	31	18. Basic	24
19. Doubleday	30	19. Johns Hopkins	24
20. Little, Brown	30	20. Free	23
21. Norton	30	21. Halsted	23
22. Johns Hopkins	29	22. Greenwood	22
23. Knopf	29	23. Doubleday	21
24. Freeman	28	24. Little, Brown	21
25. Simon & Schuster	28	25. McGraw-Hill	20
26. Indiana	26	26. Random House	19
27. Routledge & Kegan Paul	24	27. Viking	18
28. Farrar, Straus	22	28. Scarecrow	17
29. LSU	22	29. Gale	16
30. MIT	22	30. Rowman & Littlefield	16
31. G. K. Hall	20	31. Routledge & Kegan Paul	15
32. Viking	20	32. Springer-Verlag	15
33. Cornell	19	33. Freeman	14
34. Plenum	19	34. G. K. Hall	14
35. Basic	18	35. North Carolina	14
36. Holt, Rinehart	18	36. Pantheon	14
37. Lexington	17	37. Texas	14

Table 4. Publishers (Continued)

Preferred Publishers	No. of Books	Established Publishers	No. of Books
38. Macmillan	17	38. Thames & Hudson	14
39. Yale	17	39. Van Nostrand Reinhold	14
40. Elsevier	16	40. Holmes & Meier	13
41. Longman	16	41. MIT	13
42. Humanities	15	42. Plenum	13
43. Scarecrow	15	43. Westview	13
44. Arno	13	44. Illinois	12
45. North Carolina	13	45. Lexington	12
46. Scribner's	13	46. Pergamon	12
47. Allen & Unwin	12	47. Praeger	12
48. Dutton	12	48. Wisconsin	12
49. Pantheon	12	49. Barnes & Noble	11
50. Barnes & Noble	11	50. Humanities	11
51. Rowman & Littlefield	11	51. Jossey-Bass	11
52. Westview	11	52. Minnesota	11
53. Addison-Wesley	10	53. New York	11
54. Atheneum	10	54. Putnam	11
55. Free	10	55. Scribner's	11
56. Harcourt, Brace	10	56. Southern Illinois	11
57. Illinois	10	57. Temple	11
58. Praeger	10	58. Twayne	11
		59. Ballinger	10
		60. Fortress	10

The dealer reports (see figures 3 and 4) ignored any records that had the same date ordered as date received and the same list price as invoice price. We condensed the entries for those records into three generics in the address file: "standing order," "faculty purchase," and "gift."

DEALER	MONTH END DATE					
ALFRED A KNOFF INC	12/31/81					
AUTHOR	TITLE	PUBLISHER	ORDERED	RECEIVED	LIST	INVOICE
ALTMER	ORIGINAL SINS (ISBN 0394516850)	KNOFF	04/14/81	04/30/81	13.95	13.95
CARVER	WHAT WE TALK ABOUT WHEN WE TALK ABOUT LOVE	ALFRED A KNOFF	06/17/81	07/08/81	9.95	9.95
FRANKLIN	A RIVER NO MORE; THE COLORADO RIVER AND THE WEST	KNOFF	05/20/81	06/01/81	15.95	15.95
GUGGENHEIMER	APPLICABLE GEOMETRY	KNOFF	05/20/81	06/15/81	13.50	13.50
HITE	THE HITE REPORT ON MALE SEXUALITY	ALFRED KNOFF	06/02/81	06/22/81	19.95	19.95
LEWIS	WHEN MARLEN WAS IN VOGUE	A A KNOFF	06/17/81	07/08/81	17.95	17.95
MILNE	THE AUDUBON SOCIETY FIELD GUIDE TO NORTH AMERICAN	KNOFF	05/20/81	06/24/81	9.95	11.95
SENNETT	AUTHORITY	KNOFF	04/20/81	05/05/81	10.00	10.95
TIERHART	PRISONER WITHOUT A NAME; CELL WITHOUT A NUMBER	ALFRED A KNOFF	04/28/81	05/13/81	10.95	10.95
NUMBER OF BOOKS CATALOGED: 9 AVERAGE TIME TO ACQUIRE A BOOK: 0 MONTHS 19 DAYS AVERAGE DISCOUNT: 0.00 0%						

Fig. 3. Dealer Report.

ROULAND	B&T	MEDIEVAL WOMAN'S GUIDE TO HEALTH; THE FIRST ENGLISHIST	810121810624A	1500	1540	1KENT STATE UNIV PR
BERMAN	B&T	SOLZHENITSYN AT HARVARD; THE ADDRESS; 12 EARLY RESLIB	811030811117A	950	855	1KNOPF
DAYAN	B&T	BREAKTHROUGH; A PERSONAL ACCOUNT OF THE EGYPT-ISRAELIB	811106811125A	1500	1035	1KNOPF
BONNER	B&T	AGE OF SURVEILLANCE	HIST 810918811019A	1795	1239	1KNOPF
HALBERSTAM	B&T	BREAKS OF THE GAME	ONE 811106811125A	1500	1035	1KNOPF
HAZAN	B&T	CLASSIC ITALIAN COOK BOOK	LIB 801125810108*	1295	1101	1KNOPF
JANEWAY	B&T	POWERS OF THE WEAK	SOC 810211810317A	1395	963	1KNOPF
LESSING	B&T	THE SIRIAN EXPERIMENTS; THE REPORT BY AMRIEN II	LIB 810121810205A	1195	825	1KNOPF
MALCOLM	B&T	PSYCHOANALYSIS	ONE 811106811125A	995	687	1KNOPF
RUSHDIE	B&T	MIDNIGHT'S CHILDREN	TS 810918811019A	1395	963	1KNOPF
THOMAS	B&T	THE HARMLESS PEOPLE	REPL 810211810319A	895	618	1KNOPF
WILLIS	B&T	BEGINNING TO SEE THE LIGHT	SOC 810918811019A	1295	894	1KNOPF
CORT	B&T	SHIGARAKI; POTTERS VALLEY	ART 811106811201A	6000	4306	1KODANSHA INTERN

Fig. 4. Data for Dealer Report Subarranged by Publisher.

When we cleaned the book file, which we tried to do at the same time we printed a dealer report, we found that our major suppliers usually filled 80 to 85 percent of our orders (most of which were generated by *Choice* cards). Some of the orders, however (particularly for retrospective titles), could not be filled even by reordering from the publisher. Our experience soon suggested that the best strategy with these items would be to disencumber the money involved and list them with subject specialists gathered by collating the *Directory of American Book Specialist*³ and the "Directory of Specialist and Antiquarian Booksellers" in *AB Bookman's Yearbook*.⁴ We entered these specialty dealers in the address file with a system of mnemonics similar to the one we used for departments, followed by a number.

Since we were an academic library, the funds were usually equivalent to subject areas. By sorting the "cancel/reorder file" by fund and entering this system of mnemonics as the new dealers (*HIST 1* for anything wanted by *HIST*, *PHIL 1* for anything wanted by *PHIL*, and so on), we greatly simplified the listing process. It has proved easy enough to substitute another subject specialist under the same mnemonic for one who doesn't supply at least an occasional out-of-print or difficult-to-supply title. And it should be just as easy to add a second or third subject specialist for any particular area (*HIST 2* or *PHIL 3*, say) and bump out-of-print or difficult-to-obtain titles through several listings.

The PBL Sort: Collection Development for the Library in General

With the PBL (publisher) sort (see figure 5), we are able to perform what could be called "acquisitions analysis"—the identification of the library's tendencies (both preferences and biases) to buy books from certain publishers while ignoring the books published by others. The fifty-eight publishers that were ordered most frequently (the "preferred publishers" of table 4) account for half of the library's firm orders for 1980/81. This is, of course, only a measurement of quantity. To provide a comparable list of publishers that measures the quality of our acquisitions—one identifying the publishers that an academic library should be buying—we analyzed the imprints of the books presented in *Choice* magazine's "Outstanding Academic Books" issues for the years 1977-80. The sixty publishers that appeared most frequently (the "established publishers" of table

4) account for two-thirds of the books that were considered to be "essential" purchases for an academic library.

The list of established publishers and the list of preferred publishers are quite similar. Ordering is initiated by the faculty and three-fourths of the publishers who produced a significant number of outstanding titles managed to catch the faculty's eye. Books by those publishers alone (established and preferred publishers) account for almost half of the library's firm orders. An even closer inspection of our buying patterns, which the PBL sort also affords, shows that the few titles from established but not preferred publishers that were ordered, were ordered with the general fund rather than by any of the academic departments. This indicates, we believe, that the faculty should be made aware of a small group of quality publishers that they have overlooked.

GREY	H&T	HISTORICAL BIOGEOGRAPHY, PLATE TECTONICS, AND THE	LIN	810602810713A	6475	5258	LOREGIN STATE UNIVERS
EDUCATIONAL	ORXX	THESAURUS OF ERIC DESCRIPTIONS	REF	810415810804A	1350	1195	LOREX PRESS
CEN CUNG CH	PAC	CENTRAL CONGREGATIONAL CHURCH (GALESBURG, IL)	FIN	810904810904F	000	000	LOUSOOD
PINCUS-WITTEN	B&T	POSTMINIMALISM	ART	810323810824A	1195	1195	LOUT OF LONDON
LOEY	COUTTS	INDUSTRIAL DESIGN	ART	81010810107A	4500	4455	LOVERLOUA
SILVER	MIDW	FILM NOIR: AN ENCYCLOPEDIA REFERENCE TO THE AMERIC	ENG	810226810515A	2500	1750	LOVERLOUA
GUFFMAN	UNVERLOUK	PRESENTATION OF SELF IN EVERY DAY LIFE	NEPL	810520810921A	1000	1695	LOVERLOUK PRESS
WILLIAMSON	MIDW	TEACHING SCIENCE FICITON: EDUCATION FOR TOMORROW	ENG	810226810407A	1500	1500	LOUSWICK PRESS
ARASAKATHAM	MIDW	INDIANS IN MALAYSIA & SINGAPORE	SUC	810918811103A	895	832	LOXFORD
BELL	OXFORD	FREGE'S THEORY OF JUDGMENT	PHIL	810407810504A	1895	2995	LOXFORD
BERNE	OXFORD	BOUNDS OUT OF BOUNDS: A COMPASS FOR RECENT ENGL & LIR	ONE	8102258101265	1495	1595	LOXFORD
RHATHAGAR	MIDW	NONLINEAR WAVES IN ONE-DIMENSIONAL DISPENSIVE SYSTHART	ONE	810727810911A	1495	1275	LOXFORD
HOLLER	KNOX	PRESIDENTIAL ANECDOTES	PHIL	810131810109A	1995	1936	LOXFORD
BRANDT	B&T	THEORY OF THE GOOD AND THE RIGHT	CLEC	810513810601A	1495	1495	LOXFORD
BRUDY	OXFORD	WORKERS IN INDUSTRIAL AMERICA: ESSAYS ON THE 20-C	GEU	810407810504S	2250	2250	LOXFORD
BUTLER	OXFORD	SOIL CLASSIFICATION FOR SOIL SURVEY	HIST	810403810504A	1150	1250	LOXFORD
CARK	OXFORD	MODERN HISTORY	MORPHIL	810407810522A	1950	1995	LOXFORD
CAVELL	OXFORD	THE CLAIM OF REASON: WITTGENSTEIN, SKEPTICISM, MORPHIL	LIN	810624810715A	1500	1475	LOXFORD
COBB	OXFORD	DEATH IN PARIS: THE RECORDS OF THE BASSE-GEALE DE	CL	810125810113A	595	702	LOXFORD
DOVER	BLACKWELL	CLOUDS	CL	810128810304A	1195	1495	LOXFORD
EUKIPIDES	OXFORD	ELECTRA (J.D. DENNISTON, ED.)	HIST	810125810304A	895	788	LOXFORD
FELDBERG	B&T	TUMBULENT ERA	HIST	810918811103A	1595	1485	LOXFORD
FOWER	MIDW	POLITICS & IDEOLOGY IN THE AGE OF THE CIVIL WAR	THEA	810205810130A	1975	298	LOXFORD
GUIDICE	B&T	PIRANDELLO, A BIBLIOGRAPHY	ONE	810125810120A	1095	1228	LOXFORD
HAIGHT	B&T	ANNA AKHMATOVA	HIST	810727810911A	1595	1360	LOXFORD
HALL	KNOX	OXFORD BOOK OF AMER LIT ANECDOTES	PHIL	810918811103A	2000	1855	LOXFORD
KENNEDY	MIDW	OVER MEHE	PHIL	810131810304A	1495	1316	LOXFORD
MACCORMICK	B&T	LEGAL REASONING AND LEGAL THEORY	RUSS	810125810304A	4800	4224	LOXFORD
RYMAN	B&T	LIFE OF ALEXANDER HOOK V.2 ONLY	RUSS	810508810330A	5200	4800	LOXFORD
SCOTT	OXFORD	MUSIC OF THE MEDIEVAL CHURCH DRAMA					

Fig. 5. Publisher Sort.

Further analysis of the outstanding titles produced by established publishers in relation to the number purchased by the library reinforces this belief. The library has half of the outstanding books produced by established publishers (791 of 1,450)—just as it has half of the outstanding books by any publisher (1,130 of 2,257) for this four-year period. It is clear that by the simple expedient of monitoring the reviewing slips of the established publishers and purchasing those identified by *Choice* as "outstanding," "essential," or "highly recommended," the library could have acquired more than half of the "Outstanding Academic Books" that the faculty overlooked—just as it could have sped the acquisitions process by preselecting the reviewing slips of the preferred publishers (that is, anticipating that the faculty would buy certain publishers).

The FND Sort: Collection Development an a Particular Department

In addition to the possible analyses of the buying patterns of the library as a whole using the PBL sort, it is also possible to analyze the buying patterns of a specific department using the FND (fund) sort (see figure 6). In the case of a department whose holdings are known to be strong, a comparison of the preferred publishers to the established publishers may turn up a few missing titles to help complete the collection. And in the case of a department whose holdings are known to be weak, a comparison of the preferred publishers to the established publishers will usually reveal entire groups of titles to help establish the collection.

The library considers its collection in history to be strong, a belief borne out by a number of recent evaluations. For instance, a search of a random sampling of recent history books cited by

technical services in the *Three Year Study* showed that 80 percent were in the library.⁵ A stack sampling by call numbers, part of the ACM Library Collection Use Study (a three-library pilot project sponsored by the Council on Library Resources), indicated that the classifications for history comprised 11.8 percent (the median was 7.1 percent) of the library's circulating collection.⁶

The FND sort shows that the history department purchased 225 books in 1980/81. One hundred forty of these (about two-thirds) were produced by 35 of the 60 established publishers. Of the *Choice* "Outstanding Academic Books" for history produced by 116 publishers, 215 (about two-thirds) were from 40 of the established publishers. The library owns 179 (about half) of these 323 books. Not among the imprints purchased in the last year by the history department are a number of publishers known to produce a significant number of outstanding titles (Rowman and Little-field, Temple, and Wisconsin). And a further examination of the FND sort shows that the history department also did not order from a publisher of outstanding books in the field who was not on the list of established publishers—that is, a publisher who could only be discovered by examining the "Outstanding Academic Books" list by department (Rutgers, who published four outstanding history books). If the library had monitored the reviewing slips of these established publishers, together with the additional "subject-area publisher" that it could have discovered with a little digging, we could have improved our "OAB" holdings for history by 10 percent, and thus enhanced the quality of an already strong area.

The use of the FND sort to strengthen part of the collection known to be weak would proceed in much the same way. A search of a random sampling of recent items in biology from *Books for College Libraries* showed that only 40 percent were in the library. The stack sampling by call numbers, part of the "ACM Collection Development Use Study" mentioned above, showed that the classification for biology comprised 2.7 percent, and for medicine 1.0 percent (the median, again, was 7.1 percent of the circulating collection). The FND sort shows that the biology department purchased 73 books in 1980/81. Eighteen of the established publishers produced 47 (almost two-thirds) of these books. Of the 119 "Outstanding Academic Books" for biology and health science (produced by 53 publishers), 65 (about half) were produced by 23 of these publishers. The library owns only 28 (about one-fourth) of these 119 books. An examination of the FND sort for biology shows that it did not purchase a single title from several of the established publishers of biology and health science books (Oxford, California, and Cambridge). A closer monitoring of these imprints, as well as any identified by examining the "OAB" list by department (Toronto, say), would be an obvious way to develop the holdings in this area.

JAMSEN	MIDW	JAPAN AND ITS WORLD	HIST	B11009811103A	950	884	1PRINCETON UNIV PR
KATZER	MIDW	ECONOMIC DIPLOMACY AND THE ORIGINS OF THE 2ND WORLD	HIST	B11009811124A	2500	2325	1PRINCETON UNIV PR
KEDHANE	MIDW	PHILOSOPHY AND THE STATE IN FRANCE	HIST	B11009811124A	3000	2790	1PRINCETON UNIV PR
LANGLOIS	MIDW	CHINA UNDER MINGHAI RULE	HIST	B10918811103A	1250	1163	1PRINCETON UNIV PR
NABO	MIDW	MARRIAGE AND FERTILITY	HIST	B11009811214A	595	553	1PRINCETON UNIV PR
SO 986	PUP	PAPERS OF WOODROW WILSON	HIST	B10819810619A	3000	2700	1PRINCETON UNIV PR
STRAYER	MIDW	REIGN OF PHILLIP THE FAIR	HIST	B11009811124A	3500	3255	1PRINCETON UNIV PR
BERGER	PUP	PARTIES OUT OF POWER IN JAPAN, 1931-1941	HIST	B10123810413A	2500	2500	1PRINCETON UNIV PRESS
HEARL	PUP	THE MAKING OF A STORMTROOPER (ISBN 0691076200)	HIST	B10210810316A	1650	1650	1PRINCETON UNIV PRESS
WILSON	PUP	PAPERS OF WOODROW WILSON 835 (SH 1980)	HIST	B10224810224A	3000	2733	1PRINCETON UNIV PRESS
GOULD	PUP	PRESIDENCY OF WILLIAM MC KINLEY	HIST	B11009811028A	1500	1500	1REGENTS PR OF KANSAS
GRATHWOL	MIDW	STRESEMANN & THE DVP	HIST	B10918811028A	2000	2000	1REGENTS PR OF KANSAS
ROSE	PUP	INTERSTATE	HIST	B11009811028A	1400	1400	1REGENTS PR OF KANSAS
WOOD	PUP	KANSAS REEF INDUSTRY	HIST	B11009811028A	2250	2250	1REGENTS PR OF KANSAS
HARLEY	MIDW	COURT-MARTIAL FRANCE	HIST	B10007811010A	2500	2500	1ROUTLEDGE
URAT	MIDW	PERSPECTIVES ON HISTORY	HIST	B11010811117A	1000	900	1ROUTLEDGE & KEGAN PA
FERRQ	MIDW	OCTOBER 1917: A SOCIAL HISTORY OF THE RUSSIAN REVOLUTION	HIST	B101312810428A	3500	3255	1ROUTLEDGE & KEGAN PA
STONE	MIDW	PAST AND THE PRESENT	HIST	B11002811028A	1595	1436	1ROUTLEDGE & KEGAN PA
MUTERNAN	MIDW	JEWISH	HIST	B11002811028A	2250	2025	1ROUTLEDGE & KEGAN PA
RODGERS-HUSE	MIDW	BLACK WOMAN	HIST	B10918811019A	995	995	1SAGE
RIDGEBROOK	MIDW	BATTLE OF HANNUNG	HIST	B11009811123A	1795	1239	1SACRIBNER
SAND	MIDW	LAVINIA TRANSLATED FROM THE FRENCH	HIST	B10121810617A	195	195	1SHAMELESS HUSSETT PR
RADISON	MIDW	PAPERS OF JAMES HAMILTON (SH 1339)	HIST	B101330810330A	2000	1900	1SIMON & SCHUSTER
LJUNGCRANK	MIDW	SWEDISH FOLK (ISBN 06930905X)	HIST	B10109810319A	1195	1140	1SOUTHERN ILL UNIV
LORIE	MIDW	WISCONSIN INDIANS	HIST	B10127810319A	200	180	1ST HIST SOC OF WI
HARLEY	MIDW	GREAT WAR AND THE SEARCH FOR A MODERN ORDER	HIST	B10107810109A	1295	1595	1ST MARTIN'S
NEW	ST MARTIN	STATE IN NORTHERN IRELAND, 1921-72	HIST	B11009811104A	1995	1594	1ST MARTIN'S PR
CARR	ST MARTIN	FROM NAPOLEON TO STALIN AND OTHER ESSAYS	HIST	B11009811104A	2000	1600	1ST MARTIN'S PR
CHAMBERS	MIDW	THE TYRANNY OF CHANGE: AMERICA IN THE PROGRESSIVE ERA	HIST	B10127810324A	495	554	1ST MARTIN'S PR
INFIELD	ST MARTIN	SKRZYSZY	HIST	B11009811104A	1595	1436	1ST MARTIN'S PR

Fig. 6. Fund Sort Subarranged by Publisher.

The use of the publisher's imprint in a profile intended to identify suitable acquisitions is an established feature of almost any approval plan—like that of the Baker & Taylor Company, for instance. It is used to help a library with a limited budget, like our own, to acquire the best books from the major university and trade publishers before it exhausts its funds. The FND and PBL sorts, when used in conjunction with an evaluative check (like that which exists in *Choice* magazine's "Outstanding Academic Books"), allow us to do much the same thing without the commitments and expenses that ensue with an approval plan. By identifying the book-buying patterns of the library as a whole, or of a department in particular, we can initiate intelligent actions that will both enhance the strengths and correct any weaknesses in the library's collection.

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